

1. The first step in the process is to identify the problem or issue that needs to be addressed. This involves gathering information and understanding the context of the problem.

2. Once the problem is identified, the next step is to define the objectives and goals of the project. This helps to clarify what needs to be achieved and provides a clear direction for the work.

3. The third step is to develop a plan or strategy to address the problem. This involves identifying the resources needed, the tasks to be completed, and the timeline for the project.

4. After the plan is developed, the next step is to implement the plan. This involves carrying out the tasks and activities that have been identified in the plan.

5. Finally, the last step is to evaluate the results of the project. This involves assessing whether the objectives and goals have been achieved and identifying any lessons learned for future projects.

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Class	Subclass	Date	Examiner

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